



Indiana Department of Homeland Security

District Programs Information Bulletin

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TO: All District Administrative Coordinators
All District Coordinators
All District Fiscal Agents
All District Planning Council Members
All District Planning Oversight Committee Members
All District Response Task Force Commanders
All Emergency Management Directors

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Indiana Department of Homeland Security

Subject: 2011 State Homeland Security Program Award Administration

Purpose

The purpose of this Information Bulletin is to provide guidance and information regarding the breakdown of 2011 State Homeland Security Program (SHSP) District awards.

Background

For the past two years, the Indiana Department of Homeland Security (IDHS) has requested the district administrator's salary be grouped together with the district allocation for SHSP. This has created issues when it comes to extension requests being submitted, as there is not an easy way to divide out the administrator's line item with others in the same budget.

Corrective Action

For the 2011 SHSP awards, IDHS would like to allocate two separate awards to the districts using one sub-recipient agreement and one sub-recipient proposal. Each district will show two awards in their iGMS account, one for the approximate \$50,000 for the District

This Informational Bulletin is intended to communicate guidance and clarification of District Programs. The information contained herein supersedes all previous information or guidance pertaining to the subject. This information is intended to help districts plan, prepare, take appropriate actions and collaborate. Any questions pertaining to this bulletin may be directed to the Field Services Division at 317-234-7228. To be added to the District Informational Bulletins distribution list, please send an email to fieldservices@dhs.in.gov.

Administrator and one for the remaining allocation. Each district will be required to submit the budgets separately, but those budgets will be tied to one grant agreement. By separating out the two awards, IDHS will have greater flexibility and visibility on which budget items need an extended performance period.

Questions

Please direct questions regarding this program to your District Emergency Management Coordinator or a member of the IDHS Grants Management staff.